

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Bargaining Unit 12 Apprenticeship Training Fund	REFERENCE NUMBER: 2008-011
DATE ISSUED: 3/20/08	SUPERSEDES:

This memorandum should be forwarded to:

**Employee Relations Officers
Personnel Officers
Budget Officers**

FROM: Department of Personnel Administration
Labor Relations Division

CONTACT: Deborah True, Labor Relations Officer
(916) 324-9377
Fax: (916) 322-0765
Email: debbietrue@dpa.ca.gov

The Memorandum of Understanding between International Union of Operating Engineers (IUOE), Bargaining Unit 12, and the State of California provides for Apprenticeship Training Funds in Article 16.3 (E) to be paid yearly to IUOE. The purpose of these funds is to provide a training program for employees who wish to improve their skills, and to train apprentices indentured into the Statewide Joint Apprenticeship Committee programs. The State shall contribute to the IUOE Unit 12 Training Fund, no less than one dollar (\$1.00) per month per employee in Unit 12, but no more than \$270,000.00 in total per calendar year.

These funds are due in January of each year. The funds will be taken out of each department that employs Bargaining Unit 12 employees. Each department shall contribute \$12.00 per year per Bargaining Unit 12 employee in the department on payroll as of January 1 of each year.

The State Controller's Office (SCO) shall be responsible for the transfer of funds. The SCO shall provide to Department of Personnel Administration a control report and a list of dollar amounts by agency each year.

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The Departments are reminded that IUOE has a number of journeyperson upgrade training courses, in addition to the apprenticeship classes, available through their training programs. Many of these courses are available at no expense to the State employer. If you are interested in either the apprenticeship classes or the journeyperson upgrade training information, please contact:

Jim Maple
Apprenticeship Training
Coordinator
Local 39
Jmaple@IUOELocal39.org

Cynthia Escanuelas
Secretary to Director of
Training
Local 501
cynthia501@AOL.com

If you have any questions regarding this information, please contact Debbie True, Labor Relations Officer, at (916) 324-9377.

/s/ Julie Chapman

Julie Chapman
Deputy Director of Labor